



Harris County Flood Control District (HCFCF)
Federal Emergency Management Agency
Cooperating Technical Community
Mapping Activity Statement


Activity #1- Assessment of Community Mapping Needs

In accordance with the Cooperating Technical Community (CTC) Memorandum of Agreement activities. Activity #1 is as follows:

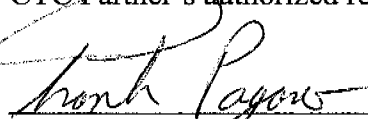
1. **Objective and Scope:** The objective of this Mapping Activity is the assessment and evaluation of flood mapping needs for Harris County, Texas and Incorporated Areas (see attached list). For each community, the assessment will consider the need for flood data updates (requiring new engineering analyses and/or floodplain mapping) and map maintenance (updating non-engineering reference features, such as roads and corporate limits).
2. **Period of Performance:** This Mapping Activity will begin upon HCFCF authorization and end within one (1) calendar year. This Mapping Activity may be terminated at the option of FEMA or HCFCF in accordance with the provisions of the CTC Memorandum of Agreement.
3. **Funding/Cost-Sharing:** Not applicable.
4. **Standards:** This assessment will be conducted and all products prepared in accordance with the procedures outlined in FEMA's *Assessment and Evaluation of Community Flood Mapping Needs* (document under development).
5. **Products:** HCFCF shall make the following products available:
 - Electronic files containing summary data of mapping needs. The spreadsheet template provided by FEMA shall be used.
 - All materials (hardcopy or electronic) supporting community mapping needs collected as part of this investigation. Hardcopy materials and computer disks or CD-ROMs should be clearly marked with community name and identification number.
 - A summary report of HCFCF assessment of community map needs.
6. **Schedule and Milestones:** HCFCF will provide quarterly status reports to the FEMA Project Officer, beginning three (3) months after authorization of the project and continuing with a report every three (3) months thereafter. Conference calls between the HCFCF Project Manager (and others as required) and the FEMA Project Officer (and others as required) will be held at project milestones or monthly as needed. Upon completion, final products will be provided to the FEMA Project Officer.
7. **Certification:** Not applicable.

8. **Technical Assistance and Resources:** FEMA's Mapping Coordination Contractor (MCC)/Technical Evaluation Contractor (TEC) maintains archives of community flood study data. Archived data include copies of FEMA-issued Letters of Map Change (LOMCs); engineering and mapping support data and documentation; information on deferred map actions; and data collected as part of FEMA's Five-Year Mapping Needs Assessment Process. A visit to research the MCC/TEC archives may be arranged by contacting the FEMA Project Officer. For specific data items, the MCC/TEC may be contacted at 1-877 FEMA MAP.
9. **Contractors:** HCFCD staff and resources will be utilized.
10. **Quality Assurance/Quality Control (QA/QC) Procedures:** The electronic summary data files shall be checked against the source data to verify accuracy of data entry prior to submission to FEMA.
11. **Reporting:** Reporting requirements will be in accordance with HCFCD determined criteria.
12. **Points of Contact:** The FEMA Project Officer is Jack Quarles, P.E., and the CTC's Project Manager is Andre Cadogan, P.E., or subsequent personnel of comparable experience who are appointed to fulfill these responsibilities.

Each party has caused this Mapping Activity Statement to be executed by its duly authorized representatives.


Andre Cadogan, P.E., HCFCD Project Manager
CTC Partner's authorized representative

6/2/2000
date


FEMA authorized representative

7/31/2000
date

Frank Pagano, Director
Mitigation Division